

Community Services and Development

**DISASTER PLANNING COMMITTEE**

January 22, 2008

10:00 AM – 1:20 PM

Kings Conference Room

Hosted by Lois Carson, Chairwoman, and Lloyd Throne, Director of CSD

**1. Call to Order/Welcome/Introductions (Lois & Lloyd)**

Lloyd discussed the State's budget shortfall situation. The Governor has requested that every state agency, including CSD cut their budgets 10 percent across the board. He indicated that we only receive about 1.5 percent of our budget from the State and our only program funded with general fund is Naturalization.

Lloyd also indicated that we are also experiencing a budget issue on the federal side. We have not received in an increase in some time and have had to take steps to cut spending in that area as well. Funding for natural disasters comes out of the discretionary funds from federal grants. He also discussed with the Committee about reserving a portion of discretionary funds just for funding disasters and emergencies. Committee agreed this was a good idea. The Committee indicated that minimal matching (whether soft or hard match) to whatever CSD does could facilitate this.

Lloyd stressed importance of Committee and regular attendance to ensure that all of our hard work and efforts do not fall to the way-side. It was discovered that we need to get a current list of members out to the Committee so consistent attendance can be maintained, Tracy has an old list and this could explain why there were few attendees this time. Tracy indicated she would remedy that and get a new list out to all members. As well as any members that were missed due to the error, she would mail the meeting minutes and meeting materials to them.

**2. Review of Latest Disasters – Lessons Learned/ Issues(All)**

- October 2007 Southern California Wildfires

Gerald Brown indicated that his agency served over 100,000 people during the wildfires. He also indicated that an important alliance was formed with a prominent church in his community that wishes to remain anonymous for the financial contributions. Gerald also indicated that his agency would seek to partner again with the church during future disasters. San Bernardino is already working with their local OEM to reestablish communication that was lost right before the fires.

- January 2008 Storm

Tracy discussed the City of Avenal and feeding issues that Kings County Community Action Agency is taking care of. Tracy also discussed issues in Sacramento as well as issues CSD and the lottery experienced and the importance of business continuity plans as well as good disaster plans for the community.

Gerald also indicated that it would be helpful for all if Tracy could send a Coop/COG template the State uses to provide direction for agencies.

**3. Strategic Objectives of the Disaster Planning Committee for 2008 (All):**

What strategic role or objectives does the Committee want to accomplish this year?

Tracy indicated using Western Community Policing Institute to teach a Homeland Security Class to the network and work with Cal-Neva to get that done. She will send course material to committee to determine if we wish to move forward. The Committee agreed that all training in all hazards is a good idea and would be beneficial for the network.

Tracy shared the Catastrophic Planning Annex for Mass Care and Shelter with the Committee, shared that the vendor, URS, has identified short falls in the planning annex and that this annex would serve to support the State's response efforts during a catastrophic event. The Committee agreed to review the document and have feedback ready by the March 6<sup>th</sup> meeting. The Committee would like this information presented in an abbreviated format at a meeting in San Francisco in April. Tracy indicated she would check with Lloyd and get his feedback on that. Lois indicated the importance of having CSD on these Committees and continues to be the voice for the network at the State level.

Lloyd indicated that Committee Chair should have a standing agenda item at the CAC meeting to update them on what their Committee is doing for them. The Committee agreed this is a good idea.

#### Scheduling of next two Disaster Planning Committee Meetings

1. March 6
2. May 2 This meeting moved from the first because of the LIHEAP Providers Service Meeting, which Tracy must attend.

#### 4. **CSD Disaster Grant Status (Tracy)**

All Grant contracts are approved and executed. Karuk Tribe indicated to Tracy that they would be putting together an Incident Command Center and perhaps they would be interested in presenting at our next Committee meeting in March.

#### **ACTION ITEMS**

- Tracy will send to the committee members who were not present today's meeting materials as well as minutes when they are published.
- Tracy will create and send an updated list of Committee members to the committee. (DONE)
- Tracy will send a recruitment email to the network regarding the vacant position on the Committee.
- Committee will review the Mass Care and Shelter Plan of the Catastrophic Annex in preparation for our March 6<sup>th</sup> meeting and be prepared to provide feedback and decide whether or not to engage the vendor URS in planning efforts.
- Tracy will send Coop/Cog template to committee for them to review. (DONE)

- Tracy will send WCPI course information to the Committee on Homeland Security Training. (DONE)
- Tracy will send broadcast to the network to ask for feedback on the progress agencies are making with regard to their Disaster Grants.
- Lois will provide status on what Riverside is doing